

Kittery Community Center at Frisbee Common

In Council Chambers

Kittery Community Center Building Committee

Meeting

Wednesday April 6, 2011

6:30 PM

AGENDA

- Welcome and Introductions –Chairperson
- Review and acceptance of March 23, Meeting Minutes
- BH+A Update
 1. Interior Design Selection Issues / Decision
 2. Gym Floor Surface Style- Presentation/Decision
 3. Traffic Study –Review and Discussion
 4. Gymnasium Exit Door location issue and proposed resolution
 5. Planning Board Update – Issues-
 6. others
- Staff Updates
- Other Business-Next Meeting Date & Location?

Note: Annex Structural Report will be on the RFC April 13th Meeting Agenda

KITTERY COMMUNITY CENTER BUILDING COMMITTEE

MINUTES OF THE MEETING

MARCH 23, 2011

Minutes of the Meeting: Jeff Thomson made a motion to accept the minutes of the March 2nd meeting; Judy Spiller seconded. Minutes accepted as written, along with BH+A meeting notes.

BH + A Update: Jeff Clifford gave an updated on the March 10 Planning Board Meeting. The meeting went well; discussed parking, traffic and lighting. Jeff then reviewed parking and traffic issues, which include moving the standpipe. We still have 122 parking spaces. The landscaping code includes 1 tree per 8 spaces so 16 new trees will be provided; we are asking for a waiver for placement of trees relative to the parking lot and the trees will be installed in phases. They will buffer the building from abutting residents.

The Fire Chief was concerned about water capacity. The Water Dept. replaced the fire hydrant and says it is more than adequate.

Waiver requests: The Public works department is interested in pedestrian traffic, so we will do a limited study. We are withdrawing the waiver for a traffic study; we are requesting a waiver for storm water drain pipe sizes; a waiver for lighting is not anticipated. The lighting in the front of the building requires 15'-0" and the poles everywhere else do not have to comply as long as they are not more than 20' tall.

Parking Policy: the Planning Board still have concerns about the parking, especially during events. They also discussed the parking on Goodsoe Road and Jeff mentioned that a sidewalk on Goodsoe may be part of the discussion at the next meeting. They also requested the hours of operation, which are 6am- 9pm Monday – Friday, Saturday 7am-7pm and 11am – 5pm on Sunday.

The next Planning Board meeting is on March 24th. We expect preliminary approval at the April 14th Planning Board meeting.

BH + A is working on a sign, which would need approval from code enforcement. Looking at a wood carved sign, which would coordinate with other signs in town. Gerry Mylorie explained that a group is working together to develop a consistent signage format for all town signs.

Underground tank removal: the tank can be removed without special contractors. We will hire a consultant to do the design for the removal and submit this to the State. Approval takes 30 days. We can get the approval before the contractor starts. The consultant will monitor the removal then submit the closed permit through the State. The outcome of this is that we allowed \$30,000.00 for the hazmat abatement. Now we will pay the consultant \$9000.00 and move the balance into the general construction fund.

Hazmat: The plaster in the ceilings throughout the whole building has asbestos. This will require special containment when holes are made in the ceilings. The asbestos piping in the attic and boiler is to remain. The balance of the hazmat fund can go into the construction fund, which is \$14000.00, pending ceiling work.

The final plan on the kitchen design is completed. We made some progress with flooring in the gym and performing arts area. Joel brought samples of flooring – wood and synthetic. He got a quote from a company called Aser for \$11.00 per square foot. We discussed putting down a harlequin floor in the dance area; linoleum in the multipurpose area and wood in the gym. Chris Perkins spoke with the center in Chatham that has the composite floor. They are very happy with its performance. The floor is cleaned weekly with a special machine; it gives the same bounce on a ball, and is better on the knees.

Electrical plan update: Bob Green of Engineering Building Systems gave the report on electrical. There is not enough power in the building so they will come underground and put in pad mounted transformers at the end of the building and back feed them into the boiler room. They will stub out empty conduits for future use. The alternative plan would be to meter the annex. If the annex ends up being multi-tenanted they could meter the spaces separately. Bob also discussed preparation for a future generator. We would need refrigeration and heat to be kept running by a

generator should we lose power. Emergency lighting would be run on battery packs. Bob talked about installing a natural gas generator, as it is comparable to diesel in price. Bob also discussed taking a small room for all electrical and getting it out of the boiler room. The committee also asked about fiber optics, lighting on the flagpole and the sign, which Bob suggested could be lighted by remote solar, battery operated lighting.

Gym roof: Joel explained that the preliminary estimates for a green a roof would be \$50,000.00. A white roof would come in around \$7000.00. The water shed from the flat roof would be brought into internal heated drains, which will prevent ice dams. The water goes into the storm water system. Joel also mentioned that a green roof would require additional trusses for structural safety.

Construction cost trends: first quarter inflation and construction is 1%. We need to keep cost controlling efforts going.

At the next meeting BH +A will have a full interior presentation, as well as the structural analysis update on the annex.

Joel also brought up a small issue with the men's room off the performing arts center. The men's room is fed by the annex and we would lose it if the annex were to come down. The committee then discussed different possibilities for retaining the men's room, maintaining the annex, costs to keep the annex running, and the boiler issue. The boiler in the annex will need to be replaced. Cost for running gas to that sight is not expensive, but deemed not part of this project.

We had some discussion on rating the alternates, which must be done before the bid goes out. You cannot jump to alternate #4, for instance, if 1-3 are not completed. Once the bid is awarded you can do a change order, but the contractor is not obligated to honor his price if you do so.

The Fire Chief also requested a second exit in the gym. The stairs to the exit are inside, to keep it covered. Janice Grady also mentioned that the town clerk wants to use the new facility for voting, and that requires separate exits also.

Janice Grady is setting up a time for available committee members to go and check out synthetic flooring at other locations. She will let the committee know the date and time so that anyone who is available can go.

Next meeting: April 6th at 6:30pm.

Present: : Chris Perkins, Bob Guay, John Carter, Gerry Mylorie, Alan McDonald, Jeff Thomson, Judy Spiller, Kathleen Barry, Mary Carter, J. Alden Tansey, Charles Rodis, Kent Stephens, Debby Pirini-Boyle

March 31, 2011

Ms. Cindy Lee, RA, LEEP AP
Bargman Hendrie + Archetype, Inc.
300 A Street
Boston, MA 02210

Re: Traffic Impact and Access Assessment
Kittery Community Center

Dear Cindy:

Gorrill-Palmer Consulting Engineers, Inc. has completed a traffic and access assessment for the proposed Kittery Community Center. This facility proposes to reuse the space vacated by the Frisbee Elementary School on Goodsoe Road, off of Route 236. The project will result in reuse of 48,000 square feet of the 49,558 square feet of the former school.

Site and Traffic Observations

Our office completed a site visit on Wednesday, March 30, 2011. Based on the visit, Route 236 has a sidewalk on the east side of the roadway to Goodsoe Road; it appears that the shoulder was narrowed to about 12 to 18 inches to accommodate the sidewalk. The shoulder on the west ranges from about six to eight feet in width. During the peak of the PM peak hour, traffic volumes northbound on Route 236 are very high, and traffic moves slowly. Observations at Goodsoe Road and other streets near this location suggest that drivers on Route 236 will stop to let out cars exiting side streets.

Only one bicyclist and a few pedestrians (about one every 10 minutes or so) were observed during the site visit. Our office also confirmed the sight distances provided by Altus Engineering, which are in excess of those required for a 25 mph roadway.

Crash History

Our office obtained the crash history for Route 236 from Rogers Road Extension to Shapleigh Road. No location met either of the DOT criteria to be categorized as a High Crash Location (eight or more crashes and a Critical Rate Factor of 1.00 or more), and in fact no location experienced more than two crashes between 2007 and 2009. This data is included with this letter.

Data Collection

Our office completed turning movement counts at the intersection of Goodsoe Road and Route 236 (Rogers Road) on Tuesday, March 29, from 6:30 AM to 8:30 AM and again from 2:45 AM to 4:45 AM; based on these counts, the peak hours were 7:00 to 8:00 AM and 3:00 to 4:00 PM. The raw counts are summarized on Figures 1 and 2 enclosed with this letter for the AM and PM peak hours, respectively. It should be noted that pedestrians were included in these counts, with nine observed during the AM peak period and six observed during the PM peak period.

Trip Generation

Our office based trip generation on ITE data. The community center is anticipated to generate fewer trips during the peak periods than the former elementary school, as shown in the following table:

Trip Generation Comparison: Proposed Community Center Site

Source	Weekday	AM Peak Hour	PM Peak Hour
Frisbee School, LUC 520, 49,558 s.f.	765	258	154
Community Center, LUC 495, 48,000 s.f.	1,098	129	115
Change in Trips	+333	-129	-39

The calculations and the Altus discussion, which originally examined trip generation for the site, are included with this letter.

Predevelopment Traffic

The 2011 volumes were seasonally and annually adjusted to represent 2012 predevelopment volumes. As Route 236 carries a significant proportion of seasonal traffic, the seasonal adjustment is significant; the AM adjustment utilized was half of the PM adjustment, as AM traffic tends to have a lower seasonal component. The annual adjustment applied was one percent, which is likely conservative, as recent studies in the area indicate that traffic volumes have not increased in a number of years. These volumes are shown on Figures 3 and 4 for the AM and PM peak hours, respectively.

Trip Distribution and Assignment

The trip distribution for the facility was based on ITE data, as well as from the previous Community Center Study, which was to be located nearby between Manson and Woodlawn Avenues. This information is shown on Figures 7 and 8 for the AM and PM peak hours, respectively.

Lane Warrant Analyses

Left Turn Lane

Our office investigated the potential for auxiliary lanes at Goodsoe Road following the redevelopment of the former school. Based on the warrant sheets provided by MaineDOT, it appears that a left turn lane from Route 236 may be worth consideration. However, this would require widening of the roadway in a constrained area, and no such lane was provided for the school, which generated more traffic. In addition, site observations indicated that there was just enough room (including shoulder) for a through vehicle to bypass a left-turning vehicle. This would also increase the crossing time for pedestrians. As such, a left turn lane is not recommended.

Right Turn Lane

A right turn lane from Route 236 does merit consideration during the PM peak hour. However, Goodsoe Road has a wide radius for right turning vehicles from Route 236 to accommodate buses, and vehicles do not need to slow down to the point where a significant speed differential issue was observed. In addition, our office does not typically recommend right turn lanes from major streets at unsignalized intersections, as they can interfere with sight lines and increase pedestrian crossing times. As such, a right turn lane from Route 236 is not recommended.

The lane warrant sheets are enclosed with this letter.

Capacity Analysis

Our office completed capacity analyses for the predevelopment and postdevelopment conditions. The analysis was completed with the Synchro/SimTraffic analysis software (Version 7). Levels of service rankings are similar to the academic ranking system where an 'A' represents little control delay and an 'F' represents more significant delay. At an unsignalized intersection, if the level of service falls below a 'D', an evaluation should be made to determine if potential modifications to geometry or traffic control is warranted.

The following table summarizes the relationship between delay and level of service for an unsignalized intersection:

Level of Service Criteria for Unsignalized Intersections

Level of Service	Control Delay per Vehicle (sec)
A	Up to 10.0
B	10.1 to 15.0
C	15.1 to 25.0
D	25.1 to 35.0
E	35.1 to 50.0
F	Greater than 50.0

The analyses were completed based on the existing geometry for Route 236 at Goodsoe Road. The results are shown on the following table:

Level of Service for Route 111 at Unsignalized Right-Turn Drive

Approach	2012 AM Peak Hour				2012 PM Peak Hour			
	Predevelopment Delay	LOS	Postdevelopment Delay	LOS	Predevelopment Delay	LOS	Postdevelopment Delay	LOS
Goodsoe WB LT/RT	7	A	11	B	>100	F	>100	F
Route 236 NB TH/RT	1	A	1	A	8	A	11	B
Route 236 SN LT/TH	1	A	2	A	4	A	24	C

Based on the analysis, it is anticipated that there will be delay exiting the driveway during the PM peak period; this is a current condition as well. The forecast volumes are significantly lower than those required for consideration of a traffic signal, so one is not recommended. While the

provision of separate left and right turn lanes from Goodsoe Road would reduce delay, this would require widening to the south side of the street, and would impact the baseball field. As noted in the site visit, it is common during the PM peak period for through traffic to stop and let out side street traffic, so actual field delay will likely be lower than shown in the table on the previous page. As such, the current configuration is recommended.

Non-Motorized Provisions

Bicycle Access

Our office examined bicycle and pedestrian access to the proposed Community Center. While bicycles can access the facility via Route 236, the shoulder on the east (i.e. northbound) side is too narrow (about one foot) to act as an effective bicycle lane, and bicycles must share space with vehicular traffic. As such, our office would not encourage use of Route 236 northbound by bicyclists other than more, experienced riders who are comfortable with sharing space with cars, and can travel closer to the posted speed of 25 mph.

Pedestrian Access

The placement of sidewalk along the east side of Route 236 provides for direct pedestrian access to the Community Center for residents living to the south of the facility, which is anticipated to be the majority of residents. However, there is no sidewalk to the north of Goodsoe Road, and the narrow shoulder (typically less than two feet) places pedestrians close to traffic. It is recommended that the Town consider the construction of sidewalk to the north of Goodsoe Road in order to encourage additional use by pedestrians. In particular, the access to A Lebro Center (active living) facility is approximately 350 feet to the north of Goodsoe Road, with no pedestrian connection. It is recommended that as a first step toward additional pedestrian connections north of the Community Center that the sidewalk be extended to this facility's driveway; however, conversations with the Town indicate that this project is already funded by MaineDOT and will be built next year. We would recommend investigating constructing on the west side of the roadway. An additional connection recommended is formalizing the pedestrian access between Goodsoe and Shepard's Cove via Colonial Road, which, based on field observations, already experiences foot traffic. The sidewalk should be curbed and be a minimum of four feet in width.

As Goodsoe Road is only 24 feet in width, there is not currently sufficient space for two-way vehicular traffic and pedestrian traffic. It is recommended that the Town examine construction of a sidewalk to the Community Center parking area fronting the building on the south side of Goodsoe Road. If the roadway were narrowed to 22 feet, the sidewalk could be accommodated with a minimum of widening, and should not impact the fencing at the edge of the baseball field.

The Public Works Department has also expressed interest in providing a formalized pedestrian crossing area at Route 236 and Goodsoe Road. Our office reviewed the Manual on Uniform Traffic Control Devices (2009 Edition) to determine if the observed crossing volumes satisfied the guidelines for installation of crossing beacons on Route 236. Based on the counts, the current pedestrian volumes are significantly less than the minimum required for consideration (which is 20 per hour). As such, a pedestrian beacon is not likely to be warranted at this location, although

the Town may wish to do a post-development count in the summer months to determine what the actual peak pedestrian demand will be.

One option for a more formalized pedestrian crossing would be the use of colored inlaid materials, at the intersection with Goodsoe Road, on the south side of the intersection. Ideally, it would connect to a sidewalk on the west side of Route 236 heading north to A Lebro Center. This crosswalk would be supplemented by yield markings, standard signage, and potentially a sign for the community center that is more of a gateway treatment to call driver's attention to the intersection and the crossing. If pedestrian volumes at some point meet the thresholds for an actuated beacon, one can be placed at this crossing, and the roadway markings and signage adjusted appropriately.

Conclusions

Based on our review, our office believes that the local transportation network can accommodate the reuse of Frisbee Elementary School to a community center with the following measures:

- Construction of a sidewalk along Goodsoe Road from Route 236 to the front parking area at a minimum
- Formalize a pedestrian connection from Goodsoe to Shepard's Cove via Colonial Drive
- Construction of a textured/colored crossing at Goodsoe Road with signage for pedestrians
- Construction of sidewalk to the north of Goodsoe Road (to be completed by MaineDOT)
- Review of Goodsoe Road following opening of the Center to determine if a crossing beacon is warranted.

Please contact our office with any questions regarding this letter.

Sincerely,

Gorrill-Palmer Consulting Engineers, Inc.

Thomas L. Gorrill, P.E., PTOE
President

TOWN OF KITTERY
OFFICE OF THE TOWN MANAGER

Jon Carter

From: David O'Brien
Sent: Friday, April 01, 2011 1:05 PM
To: Jon Carter
Cc: Janice Grady; Maryann Place
Subject: RE: Gymnasium Exit Options

I agree that "B" is the best alternative from the public safety point of view

From: Jon Carter
Sent: Thursday, March 31, 2011 5:17 PM
To: David O'Brien
Cc: Janice Grady; Maryann Place
Subject: FW: Gymnasium Exit Options

Chief: Please review the options based on the changes proposed to meet the circulation needs for holding elections in the GYM. Which one works best for you? See below email from Cindy.

Thanks
Jon

Jonathan L. Carter, ICMA-CM
Town Manager
200 Rogers Road
Kittery, Maine 03904
P. 207-475-1329
F. 207-439-6806
E: jcarter@kitteryme.org
web: www.kittery.org
Town Hall Hours: Mon-Thursday 8AM-12:30PM & 1PM -6PM
Town Hall is Closed on Fridays

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From: Lee, Cindy [<mailto:CLee@bhplus.com>]
Sent: Thursday, March 31, 2011 5:10 PM
To: Janice Grady; Maryann Place
Cc: Jon Carter; Bargmann, Joel
Subject: FW: Gymnasium Exit Options

Hi Janice and Maryann,
Earlier Jon sent us a sketch suggesting a door at the upper left hand corner and take out the one at the upper right hand corner. This door is ADA accessible but needs a very ramp due to over 5 feet difference in grade. Please refer to Sketch SKA-4B.

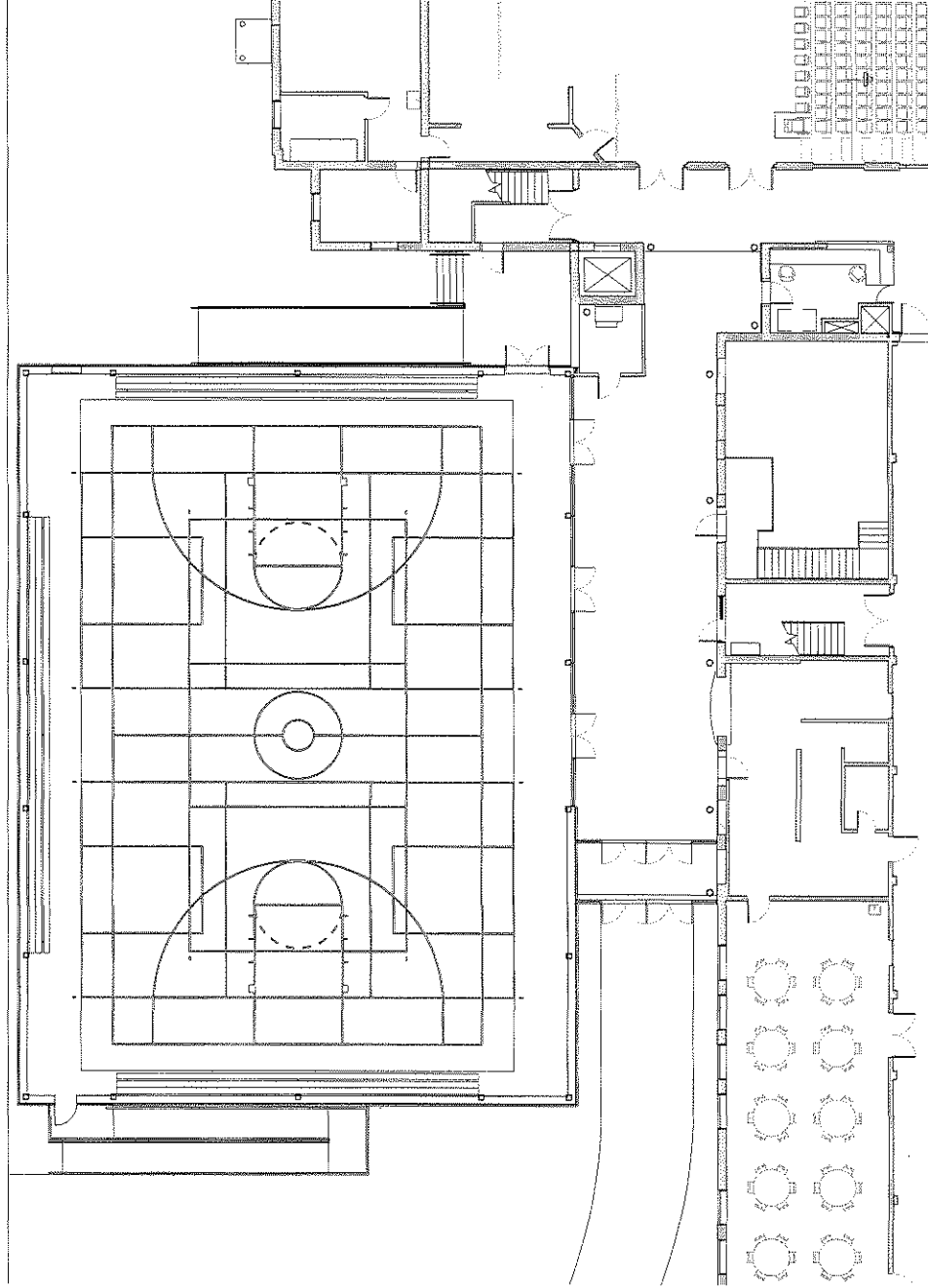
TOWN OF KITTERY
OFFICE OF THE TOWN MANAGER

Alternately, we would like to suggest that you consider a door at the lower left hand corner. We can make the grading to work without undue hardship. There will be no new stair or ramp. The circulation pattern is clear. I have also shown where the fire department connection can be if you want to run this by the Fire Chief. Please refer to Sketch SKA-4A.

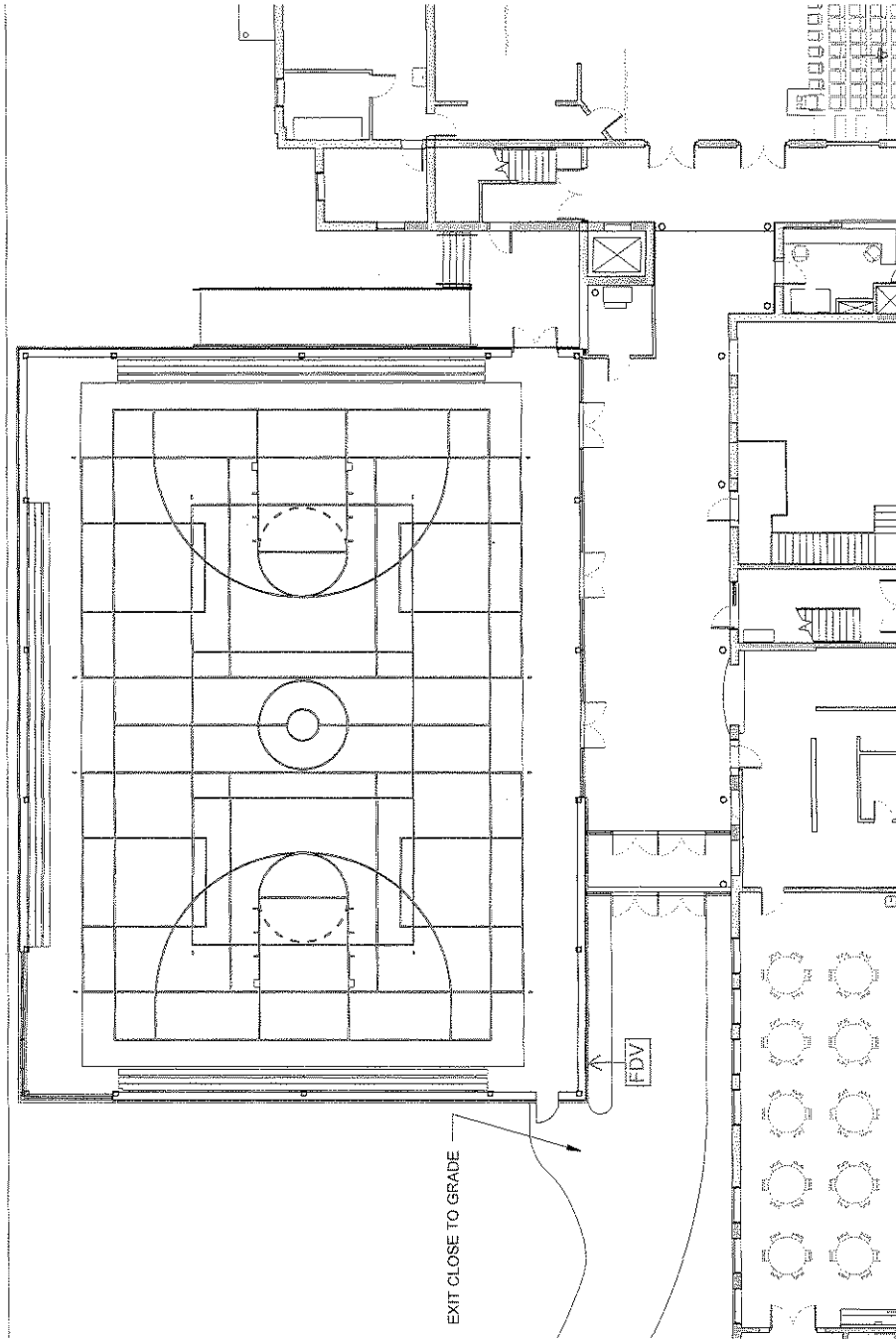
Let me know what you think,
Cindy Lee, RA, LEED AP
617-456-2241



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GYMNASIUM EXIT OPTIONS - NORTHEAST CORNER



DATE: 03/11/11
 SCALE: 1/16" = 1'-0"
 PROJ. NO.: 2015.00
 FILE NAME: kitteryfrisbee.rvt

GYMNASIUM EXIT OPTIONS - NORTHWEST CORNER

**KITTERY
 COMMUNITY
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 Kittery, ME

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SKA-4A

